



Utah Department of Public Safety  
Division of Homeland Security  
Workshop Registration Form



## Ready Your Business

Business Readiness Series

### 12 Point Program to Business Continuity Planning

**Every Business should have a plan ...**  
*It just makes good business sense!*

- |                     |   |
|---------------------|---|
| <b>Points 1-6:</b>  | Create a Planning Team/Continuity of Authority •<br>Communications • Risks & Hazards •<br>Internal/External Resources • Vulnerability<br>Assessments • Essential Business Functions |
| <b>Points 7-12:</b> | Human Resources • Workplace Evacuation &<br>Sheltering • Supply Kits • Insurance Reviews •<br>Vital Records • Data: Protect/Store/Recover   |

Name

Company and Title

Email:

Phone:

Workshop date:

Location:

Complete ALL 12 Points in **any order** and receive the  
**RECOGNITION OF READINESS** Award  
6<sup>th</sup> Annual Ready Your Business Conference – October 2010  
[www.BeReadyUtah.gov](http://www.BeReadyUtah.gov)

## 2010 No-Cost WORKSHOP SCHEDULE

### Wayne County LEPC

18 South / Main, Loa Courthouse  
9-11:30 a.m. No-Cost Points 1- 12 Mon, February 22, 2010  
RSVP to: Jeri Johnson Wayne Co. Emergency Manager 435-691-0436  
Or Duke Alvey LEPC Chairman 435-691-2757  
RSVP E-mail to: [jeri3287@gmail.com](mailto:jeri3287@gmail.com) [bkuehn@utah.gov](mailto:bkuehn@utah.gov)

**Loa, Utah**

### Juab County LEPC

100 N. 325 W. Multi Purpose Room/Fairgrounds  
11:30-2 p.m. No-Cost Points 1- 12 Tues, February 23, 2010  
Contact Person is Fred Smalley 435-250-6124  
RSVP E-mail to: [fesmalley@juab.state.ut.us](mailto:fesmalley@juab.state.ut.us) [bkuehn@utah.gov](mailto:bkuehn@utah.gov)

**Nephi, Utah**

### Sevier / Piute County LEPC

EMS Building in Richfield 50 W. 975 N.  
11:30-2 p.m. No-Cost Points 1-12 Mon, March 22, 2010  
Contact Person is John Hunt 435-979-4081  
RSVP E-mail to: [bigrighunt@yahoo.com](mailto:bigrighunt@yahoo.com) [bkuehn@utah.gov](mailto:bkuehn@utah.gov)

**Sevier/Piute County, Utah**

### Millard County LEPC

Delta Fairgrounds 187 S. Manzanita Ave.  
12-2:30 p.m. No-Cost Points 1- 12 Tues, March 23, 2010  
Contact Person is Forrest Roper 435-743-5302  
RSVP E-mail to: [froper@millard.state.ut.us](mailto:froper@millard.state.ut.us) [bkuehn@utah.gov](mailto:bkuehn@utah.gov)

**Millard County, Utah**

Business's concerned with H1N1 prevention and mitigation facts, should visit  
these U.S. Department of Health & Human Services web sites for important tips.  
[www.flu.gov](http://www.flu.gov) or  
<http://pandemicflu.utah.gov/docs/businesspandemicfactsheet52406.pdf>

**To register for a workshop, fax this form to 801-538-3770  
or E-mail your request to:**

Jesse Valenzuela, Program Coordinator/Instructor  
**Ready Your Business / Be Ready Utah**  
[jessev@utah.gov](mailto:jessev@utah.gov) 801-538-3296

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